# EARLY EDUCATION MATCHING GRANT

## Request for Funding

**Technical Assistance Workshop for Eligible Applicants**

January 2014
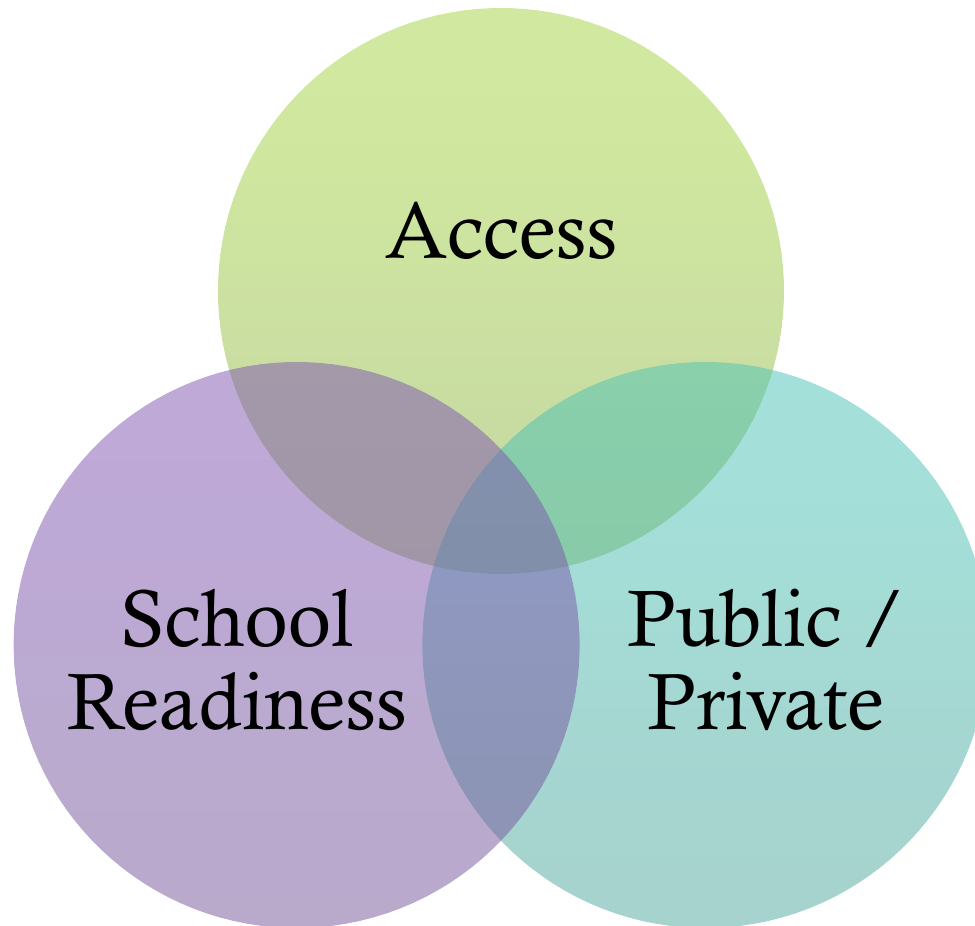
# OUTLINE

## 1. Statute

## 2. Requirements

## 3. Application Process

## 4. Grant Participation

# GUIDING PRINCIPLES



Access

School Readiness

Public / Private

# 1. STATUTE

**What does the statute (IC 12-17.2-3.7) tell us about the Early Education Matching Grant Program?**
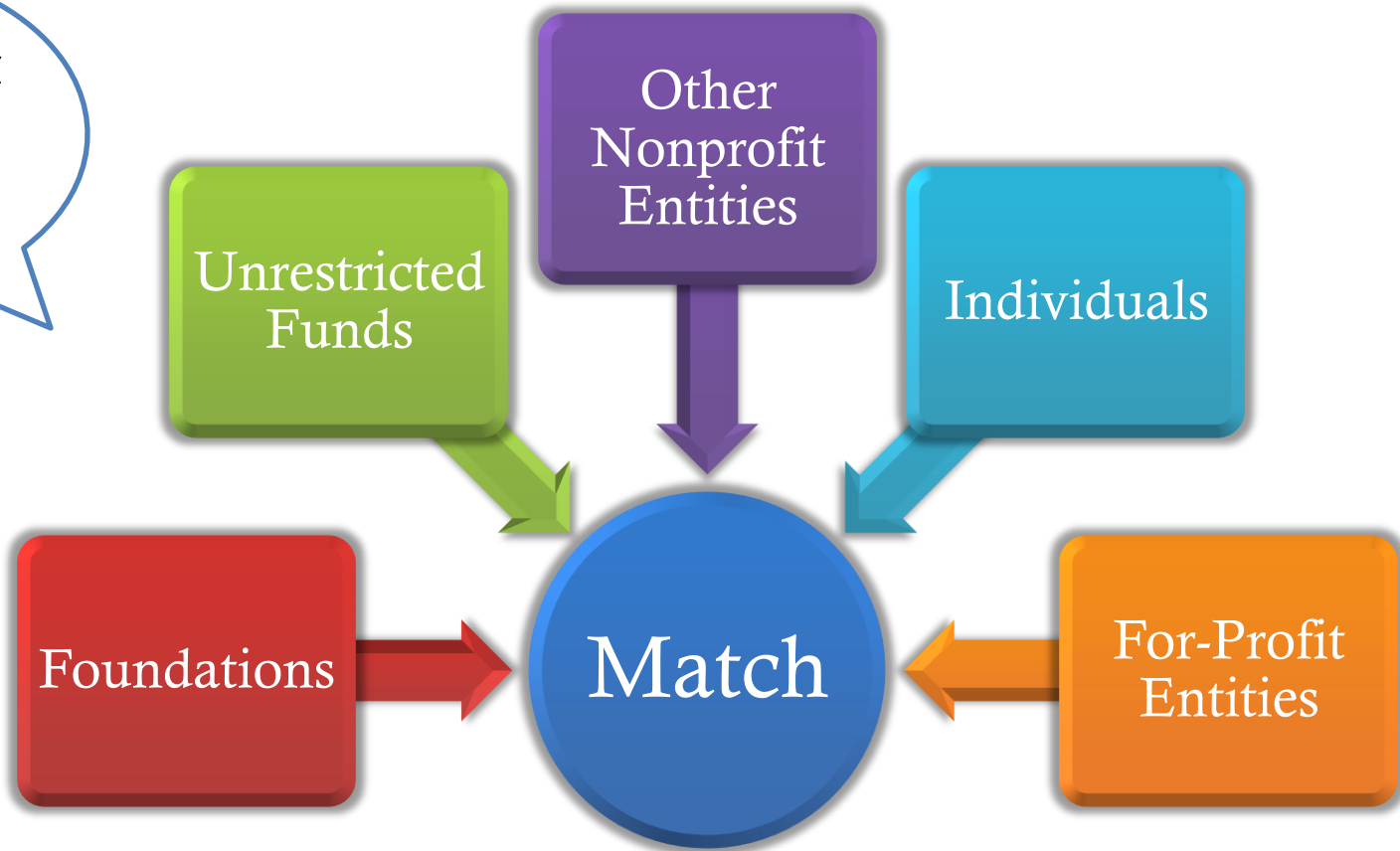
# ADMINISTRATION

↗ Division of Family Resources within FSSA:

  ↗ Develop application process

  ↗ Administer the grant

  ↗ Monitor compliance of grantee
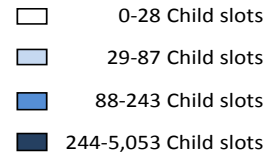
  ↗ Monitor educational outcomes

# MATCH FUNDING

Supplement and not Supplant!

Unrestricted Funds

Other Nonprofit Entities

Individuals

Foundations

Match

For-Profit Entities

# PATHS TO QUALITY LEVEL 3 AND 4

| Paths to Quality | Providers | Capacity |
|---|---|---|
| Level 3 | 505 | 24,137 |
| Level 4 | 266 | 20,879 |
| Total | 771 | 45,016 |

# PTQ LEVEL 3 PROVIDERS

**Paths to QUALITY™ Level 3 Child Care Providers**
**by Capacity and Number of Providers**



Capacity Color Key (Number of Providers
in Parentheses):

| | |
|---|---|
| ☐ | 0-28 Child slots |
| ☐ | 29-87 Child slots |
| ☐ | 88-243 Child slots |
| ☐ | 244-5,053 Child slots |
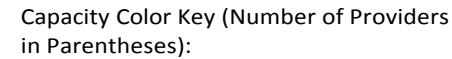
Source: Indiana FSSA, Bureau of Child Care, 2013

# PTQ LEVEL 4 PROVIDERS



**Paths to QUALITY™ Level 4 Child Care Providers by Capacity and Number of Providers**
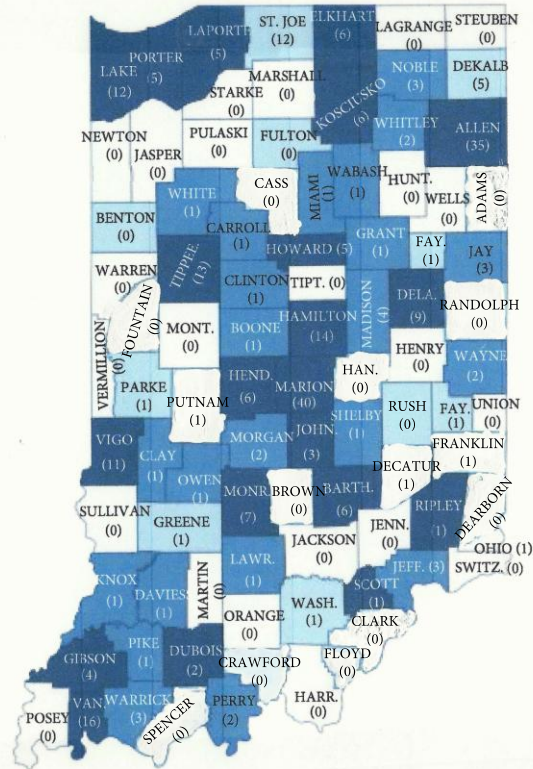
Capacity Color Key (Number of Providers in Parentheses):

- ☐ 0 Child slots
- ☐ 1-12 Child slots
- ☐ 13-134 Child slots
- ☐ 135-5,005 Child slots

Source: Indiana FSSA, Bureau of Child Care, 2013

# 2. REQUIREMENTS

**What are the mandatory and programmatic requirements to meet?**

# MANDATORY REQUIREMENTS

Page 11 in the RFF

Eligible Applicants

Eligible Children

Program Design

# ELIGIBLE APPLICANTS

↗ Entity (not an individual)
  ↗ Non-profit corporation
  ↗ For-profit corporation[http://www.in.gov/sos/business/3783.htm](http://www.in.gov/sos/business/3783.htm)

↗ Paths to Quality Level 3 or 4 provider

↗ Good standing

↗ At least 1:1 Match

# ELIGIBLE CHILDREN

↗ Four years old

↗ Low-income

↗ Resident

# PROGRAM REQUIREMENTS

↗ Program Schedule

↗ Lead Teacher Bachelor's Degree
  ↗ NAEYC definition

↗ ISTAR-KR

↗ Plan for using the grant funds

# PROGRAM OPTIONS

➚ Full-time program
- ➚ At least 5 hours per day; 5 days per week; 180 days per year
- ➚ Grant award is *up to* $3,350
- ➚ Match is *at least* 1:1 ratio

➚ Part-time program
- ➚ 2.5 - 4 hours per day; 5 days per week; 180 days per year
- ➚ Grant award is *up to* $2,400
- ➚ Match is *at least* 1:1 ratio

➚ Applicant can apply for full-time, part-time or both.

# PROGRAM NARRATIVE

↗ Begins on page 12 in the RFF

↗ 30-page limit

↗ Abstract – no points

↗ This is the "plan" for the grant program.

# NEED FOR PROGRAM

- ↗ Demonstrate *need* in the local community (20 points)

- ↗ Complete Table 1
  - ↗ Data in the Appendix
  - ↗ Data available at Kids Count

- ↗ Narrative explaining the table and unique attributes in your community.

# PROGRAM DESIGN

- ↗ Complete the Logic Model template

- ↗ Explain outcomes

- ↗ List and discuss the curriculum

- ↗ Explain screening and assessments
  - ↗ ISTAR-KR and other tools

** Family engagement is weaved throughout each section!

# PROGRAM DESIGN CONT'D

➚ Program schedule – full and/or part-time

➚ Target population  - how many to enroll and impact

➚ Recruitment/retention strategies

** Be specific and clear about program option and intended number of children to serve!

# ORGANIZATIONAL CAPACITY

↗ History and background of the organization

↗ Organizational structure and staffing

↗ Professional development for staff

↗ Project plan to implement EEMG

↗ Financial stability

↗ Sustainability

# BUDGET AND BUDGET NARRATIVE

↗ Complete the budget summary table (Attachment E) for *each* program option.

↗ Identify the program costs for the identified categories (page 18).

↗ Distinguish between grant award and match.

↗ List the total program costs and per child costs.

↗ Provide a narrative summary.

# MATCH

- Must provide at least 50% match of the requested grant.
  - If requesting $2,000 for the part-time program, then a match of at least $2,000 is required.

- Match must come from at least one of the following:
  - Foundation, other nonprofit entity, individuals, or for-profit entity

- Include commitment letter from each match source

- Competitive preference priority points available if you exceed the match or have more than one source for the match.

# MATCH COMMITMENT LETTER

↗ Letter is from and signed by one of the eligible sources.

↗ Key Components:

   ↗ Match source name

   ↗ Match amount

   ↗ Date that match will be provided

# COMPETITIVE PREFERENCE PRIORITIES

1. School readiness outcomes

2. Using assessments

3. Kindergarten transition plan and relationship with local school

4. Engagement with low-income families

5. Additional match

# 3. APPLICATION PROCESS

**What is the process to award grant funds?**

# TIMELINE

| | | |
|---|---|---|
| ⬈ | January 13, 2014 | RFF sent to potential applicants |
| ⬈ | January 29, 2014 | Letter of Intent due |
| ⬈ | January 2014 | Technical Assistance Workshop and Webinars |
| ⬈ | March 7, 2014 | RFF proposals due back |
| ⬈ | April 15, 2014 | Award decisions made |
| ⬈ | July 1, 2014 | Grant effective date |

# LETTER OF INTENT TO APPLY

↗ Voluntary request for applicants

↗ Complete the form and return it by January 29th to Melanie [Melanie.Brizzi@fssa.in.gov](mailto:Melanie.Brizzi@fssa.in.gov)

↗ Provides valuable information

↗ Helps us prepare for the grant review process

# APPLICATION COMPONENTS

- Cover letter – signed by representative
  - (Pg 10)

- Program Narrative – six sections and 30-page limit

- Appendix (does not count toward page limit)
  - See page 23 for full list to include in the Appendix

# SUBMISSION INSTRUCTIONS

↗ Page 24 in the RFF

↗ Submit one electronic copy on CD-ROM of the complete application;

↗ Submit 4 hard copies of the complete application

↗ Deliver to: Melanie Brizzi; Family and Social Services Administration; 402 W. Washington St.; RM W361 Room DFR – Child Development; Indianapolis, IN 46204

**Late or incomplete applications will be neither accepted nor reviewed!**

# RESOURCES AVAILABLE

- ↗ Child Care Resource & Referral Agency

- ↗ Community Foundation

- ↗ Indiana AEYC

- ↗ Indiana Youth Institute

- ↗ United Way Agency

- ↗ See page 8 in the RFF!

# GRANT AWARDS

⬈ Plan to distribute funds equitably among geographic regions

⬈ Plan to distribute funds equitably among the two program options (full-time and part-time) within Indiana.

⬈ One-year grant with renewal option

# 4. GRANT PARTICIPATION

**What does participation in the EEMG mean?**

# PARTICIPATION REQUIREMENTS

- ↗ Administer the ISTAR-KR assessment.
    - ↗ Receive training if needed.

- ↗ Comply with the grant requirements.

- ↗ Comply with rules adopted by the Division.

- ↗ Participate fully in the evaluation.

- ↗ Submit monthly claims report to the Division.

# TECHNICAL ASSISTANCE

- ↗ January 17th at 11am
  - ↗ Webinar

- ↗ January 21st at 12pm
  - ↗ Teleconference for Licensed Homes

- ↗ January 22nd at 10am
  - ↗ Indiana Government Center South, Conference Room 2

- ↗ January 23rd at 1pm
  - ↗ Webinar

Details available at http://www.in.gov/fssa/carefinder/4845.htm

# QUESTIONS

Website:
http://www.in.gov/fssa/carefinder/4845.htm

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